



# Northwood Academy Charter School

## Finance Meeting

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### Date and Time

Wednesday December 3, 2025 at 5:00 PM EST

### Location

You are invited to a Zoom webinar!

When: Jul 2, 2025 05:00 PM Eastern Time (US and Canada)

Every month on the First Wed, until Jun 3, 2026, 12 occurrence(s)

Jul 2, 2025 05:00 PM

Aug 6, 2025 05:00 PM

Sep 3, 2025 05:00 PM

Oct 1, 2025 05:00 PM

Nov 5, 2025 05:00 PM

Dec 3, 2025 05:00 PM

Jan 7, 2026 05:00 PM

Feb 4, 2026 05:00 PM

Mar 4, 2026 05:00 PM

Apr 8, 2026 05:00 PM

May 6, 2026 05:00 PM

Jun 3, 2026 05:00 PM

Please download and import the following iCalendar (.ics) files to your calendar system.

Monthly: [https://us02web.zoom.us/webinar/tZUtdOCggjooHtE1IUW9HmTLGLj3YIPHrVVI/ics?icsToken=DIOXI7otaota8RkkfAAALAAAAOjhWBbOm8ratSCkayvZC\\_yVmf5zBpd7Yc6Dw3\\_OgIYi5wk1XZIUg05CA7Wrg7GmqFQkHXUFoKcSrncFqTAwMDAwMQ](https://us02web.zoom.us/webinar/tZUtdOCggjooHtE1IUW9HmTLGLj3YIPHrVVI/ics?icsToken=DIOXI7otaota8RkkfAAALAAAAOjhWBbOm8ratSCkayvZC_yVmf5zBpd7Yc6Dw3_OgIYi5wk1XZIUg05CA7Wrg7GmqFQkHXUFoKcSrncFqTAwMDAwMQ)

Topic: Finance Committee Meeting

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/81039841245>

Phone one-tap:

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Join via audio:

+1 312 626 6799 US (Chicago)  
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+1 301 715 8592 US (Washington DC)  
+1 305 224 1968 US  
+1 309 205 3325 US  
+1 253 205 0468 US  
+1 253 215 8782 US (Tacoma)  
+1 346 248 7799 US (Houston)  
+1 360 209 5623 US  
+1 386 347 5053 US  
+1 507 473 4847 US  
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Webinar ID: 810 3984 1245

International numbers available: <https://us02web.zoom.us/j/81039841245>

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This is a public meeting of the Finance Committee of the Board of Trustees of Northwood Academy Charter School that was properly advertised pursuant to the Pennsylvania Sunshine Act. The public meeting schedule is posted at the school and on the website.

Members of the public are welcome to attend and listen to the Finance Committee conduct its business tonight. All written comments submitted to the Committee via email ([board@northwoodcs.org](mailto:board@northwoodcs.org)) will be acknowledged and incorporated into the official minutes. This meeting is accessible to the public via the remote platform Zoom and is being recorded.

Meeting will be conducted via Zoom platform with the ability to join via phone as well.

Join Zoom Meeting: **<https://us02web.zoom.us/j/81039841245>**

## Agenda

	Purpose	Presenter	Time
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<b>I.</b>	<b>Opening Items</b>		<b>5:00 PM</b>
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|-----------|---|-----------------|-----------------|-----|
| <b>A.</b> | Call the Meeting to Order<br>To call the meeting to order.  |                 | Kristine Spraga | 1 m |
| <b>B.</b> | Record Attendance<br>To record the attendance of the December 3, 2025 meeting.  |                 | Kristine Spraga | 2 m |
| <b>C.</b> | Approve Agenda<br>To approve the agenda for the December 3, 2025 Finance Meeting.   | Vote            | Kristine Spraga | 1 m |
| <b>D.</b> | Approve previous Meeting Minutes from November 5, 2025.<br>Approval of the minutes from the November 5, 2025 Finance Meeting. | Approve Minutes | Kristine Spraga | 1 m |
| <b>E.</b> | Community Comment<br>No Community Comment for the December 3, 2025 Finance Meeting.   | Discuss         | Kristine Spraga | 1 m |

<b>II.</b>	<b>CBAs, Resolutions &amp; Discussion Items</b>		<b>5:06 PM</b>
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|-----------|--|------|-----------------|-----|
| <b>A.</b> | Resolution 2025.123: Finance Report<br>to approve the Finance Report   | Vote | Kristine Spraga | 5 m |
| <b>B.</b> | Resolution 2025.124: Bill.com Integration<br>to approve the Bill.com integration into QuickBooks to streamline the Account Payable Process.  | Vote | Frank Ayata     | 5 m |
| <b>C.</b> | Resolution 2025.125: Visa/Mastercard Credit Card Application & Closure of Amex<br>to approve moving forward with a Visa/Mastercard Credit Card application and Closing Amex account. | Vote | Frank Ayata     | 5 m |
| <b>D.</b> | Resolution 2025.126: NACS Board Development Proposal   | Vote | Kristine Spraga | 5 m |

	Purpose	Presenter	Time
to approve the NACS Board Development Proposal with Total HR in the amount of \$19,800.			
<b>E.</b>	CBA 2025.127: Leadership 2040 Expenses Vote to approve the cost of 3 Leadership Team members to attend Leadership Development Training with Total HR in the amount of \$8,700.	Kristine Spraga	5 m
<b>F.</b>	CBA 2025.128: Right to Know and Office of Inspector General Costs by Total HR Vote to approve the costs incurred for the RTK and OIG by Total HR not the exceed \$8,000.	Kristine Spraga	5 m
<b>G.</b>	CBA 2025.129: Right to Know and Office of Inspector General Costs by Legal Vote to approve the costs incurred for the RTK and OIG by Legal not the exceed \$16,000.	Kristine Spraga	5 m
<b>H.</b>	Discussion: Mortgage Re-Finance Discuss to discuss the status of the mortgage re-finance.	Kristine Spraga	5 m
<b>I.</b>	Discussion: Status of the current RFP's Discuss to discuss the status of the current RFP's.	Christopher Jones	5 m
<b>J.</b>	Discussion: Review of 600 Series Finance Policies Discuss to discuss the 600 Series Finance Policies. Formal approval of the policies will be sought at the December Board Meeting.	Steve Yanni	5 m
<b>K.</b>	Discussion of YPTC Engagement/Transition Plan Discuss To discuss the YPTC engagement/transition plan phase out.	Steve Yanni, Frank Ayata	5 m
<b>III.</b>	<b>Closing Items</b>		<b>6:01 PM</b>
<b>A.</b>	Adjourn Meeting Vote To adjourn the December 3, 2025 Finance meeting.	Kristine Spraga	1 m